Phone: 434-5296 Fax: 434-5138

Office Hours: Monday thru Friday, 8:30am to 5:00pm

The City of Albany is a community rich in ethnic, racial, cultural, and religious diversity. Such diversity contributes to the social fabric of our City and should be celebrated and respected. The City of Albany Commission on Human Rights was established in 2005 to serve the citizens of the City of Albany. Its primary objectives are:

- -To foster mutual respect and understanding among all persons and racial, religious, and nationality groups in the community.
- -To inquire into incidents of tension and conflict among or between various racial, religious, and nationality groups, and to take such action as may be designed to alleviate such tensions and conflict.
- To receive complaints of alleged discrimination because of race, sex, creed, color, religion, national origin, age, gender, gender identity, sexual orientation, disability, marital or domestic partner status, and to attempt to resolve such conflicts.

## How do I file a complaint?

You may file a complaint with the City of Albany Commission on Human Rights staff if you are a resident of the City of Albany, or are employed within the City of Albany and believe that you have been the victim of discrimination either in your employment, housing, or a public accommodation because of any protected class status, such as: race, sex, creed, color, religion, national origin, sexual orientation, gender, gender identity, age, disability, marital or domestic partner status.

Contact our Human Rights Staff by calling 434-5296 to schedule an appointment to come in and complete an intake form, or to have one mailed to you for completion. Once completed, signed, and submitted, the Commission will review your claim and determine the appropriate course of action which may include referring you to our partner agencies such as the NYS Division of Human Rights or the United States Department of Housing and Urban Development (HUD).

## To assist us in expediting your complaint please be prepared to provide us with the following information:

- a. Have names, titles, addresses, and phone numbers of all persons alleged to have discriminated against you.
- b. Provide photocopies of any documentation that supports the allegations made in your complaint.

c. If possible, supply the correct names and addresses of any witnesses to the alleged act(s) of discrimination.

Complaints must be filed within one year of the alleged unlawful discriminatory act and must fall within the jurisdiction of the New York State Human Rights Law.

For a copy of NYS Executive Law Article 15 "Human Rights Law" contact the NYS Division of Human Rights at their Web address: www.dhr.state.ny.us

Useful links relating to Human Rights Issues

http://www.dhr.state.ny.usprohibiting discrimination in employment, housing, credit, public accommodations, and non-sectarian educational institutions.

http://www.labor.state.ny.us – NYS Dept. of Labor. Connects people to jobs, assists the unemployed, develops workplace skills, and protects the workforce.

<u>http://www.oag.state.ny.us</u> – NYS Attorney General's Office. Labor Bureau and Civil Rights Bureau enforce the state's labor laws.

<u>http://www.wcb.state.ny.us</u> – Workers Compensation Board. Receives and processes the claims for benefits of workers who become disabled as a result of a disease or injury connected with their employment.

<u>http://eeoc.gov</u> – US Equal Employment Opportunity Commission. Enforces federal laws prohibiting employment discrimination.

<u>http://www.dol.gov</u> – US Dept. of Labor. Administers a variety of federal labor laws including the Family Medical Leave Act (FMLA).

http://www.hud.gov/fairhousing - US Department of Housing and Urban Development (HUD) whose office of Fair Housing & Equal Opportunity (FHEO) enforces federal housing laws and receives and investigates housing discrimination complaints.

<u>http://www.legal-aid.org</u> – Legal Aid Society. Provides free legal services to individuals with low incomes.